

FY '07 "FIX-IT-FIRST" FRIENDS MATCHING FUNDS APPLICATION

**Executive Office of Environmental Affairs
Office of Public Private Partnerships
100 Cambridge Street, Suite 900, Boston, MA 02114**

Return by September 15, 2006 to:
Ethel Woodard (Ethel.Woodard@state.ma.us) or Fax (617) 626-1027

Please Print or Type in All Sections

PRIVATE PARTNER INFORMATION

Name of Organization_____

Name of Primary Contact Person_____

Mailing Address (please include any Apartment # or P.O. Box)

Street _____

2nd Street _____

City _____ Zip Code_____

Telephone _____ Fax_____

Cell Number_____

Email Address _____

Brief Description of Organization (Mission, By-Laws, Size, History, etc.)

PARK AND/OR FACILITY INFORMATION

Name of Park/Facility where project is proposed_____

Location of Park/Facility (Town or City) _____

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PROPOSED PROJECT INFORMATION

Brief Description of Project. If more than one, please list in order of priority. Please attach any additional information if available (e.g., photos, maps, design drawings) to assist in evaluation of application.

Budget estimate for project, if available. Please attach any additional budget information if space is not adequate.

Amount of Funds you will Contribute to the project (\$) _____

Amount of Matching Funds requested (\$) _____

AGENCY CONTACT HISTORY

Please list Environmental Agency staff with whom you have communicated about this proposed project

ADDITIONAL PARTNERS

Please list any additional partners and their anticipated participation

PRIOR PARTNER INFORMATION

Please list prior projects funded through the '05 or '06 OPPP program

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ADDITIONAL INFORMATION

Please list any additional pertinent information **Not Included Above** _____

REVIEW OF IMPORTANT PROGRAM INFORMATION

Submit the OPPP Matching Funds Application by September 15, 2006.

- Applications are due by September 15, 2006. However, OPPP strongly encourages earlier submission to facilitate review.
- Applications may be mailed, emailed or faxed using the contact information below:
Ethel Woodard, Office of Public Private Partnerships, Executive Office of Environmental Affairs,
100 Cambridge Street, Suite 900, Boston, MA 02114.
ethel.woodard@state.ma.us, 617-626-4917 (telephone), 617-626-1027 (fax)

Project approval from OPPP.

- Applications will be reviewed by a team of agency staff who will be involved with the proposal, if approved.
- By October 27, 2006 OPPP will issue a Letter of Approval or a Letter of Non-Approval to the applicant.

Submit project funds to OPPP by December 1, 2006.

- Partner funds must be deposited in a state trust account by December 1, 2006, instructions regarding submitting your funds will be included in your project approval package.
- An early deposit of partner funds increases the likelihood that project work will begin more quickly. Please deposit your funds as soon as they are available.

Work closely with agency staff

- Projects will be managed by agency staff pursuant to all applicable state laws.
- The project will be assigned a project manager at the partner agency, and the project manager will work with you to implement the project.
- The project manager may request meetings with you and other partners, as well as other parties whose input is necessary to carry out the project.

For partnerships with EOEA agencies other than the Department of Conservation and Recreation (DCR), contact Betsy Shure Gross at 617 626-1117 or Betsy.Shuregross@state.ma.us.

For further information about partnering with the Department of Conservation and Recreation (DCR), contact Margie Lynch, 617 626-1315 or Margie.Lynch@state.ma.us.

For assistance in completing the application, contact Ethel Woodard, 617 626-4917 or Ethel.Woodard@state.ma.us